

New SSO Normal Login Sequence

Overview

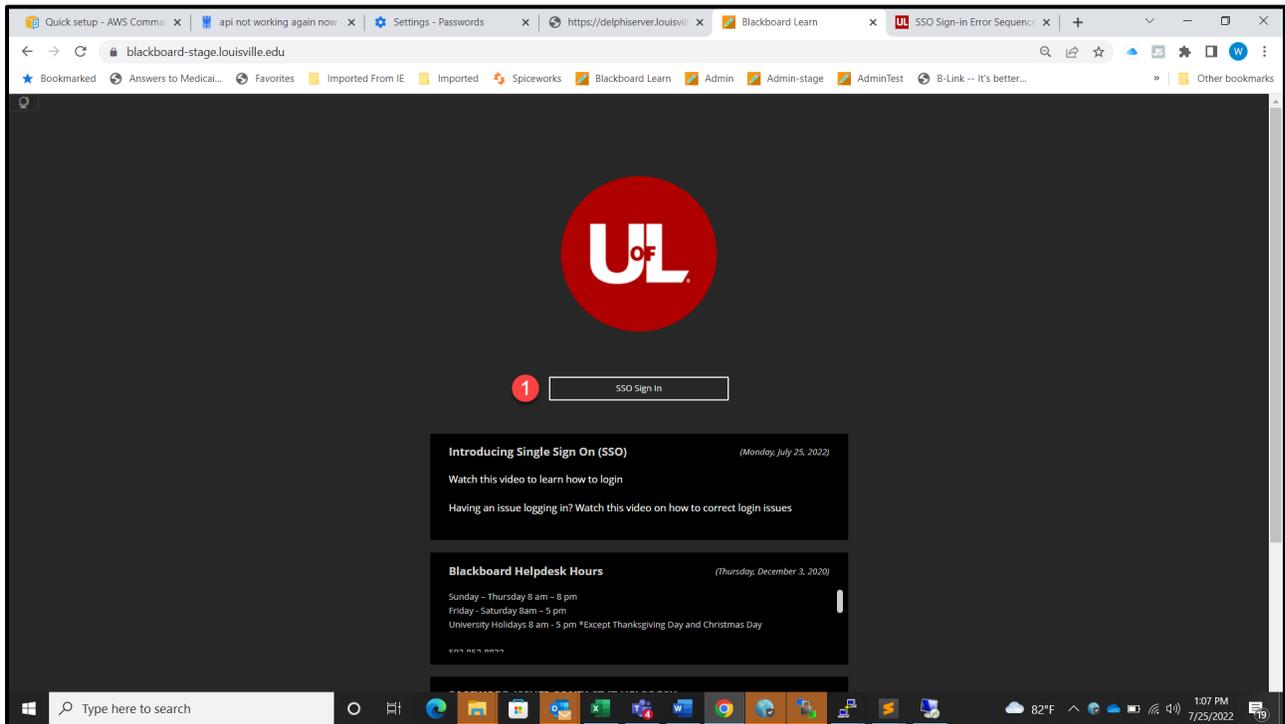
This tutorial will explain how to use the New Single Sign-on (SSO) procedures. Blackboard is now moving to a Single Sign-On (SSO) login sequence that will allow users to login to any application without having to re-enter your id and password each time.

Quick Steps

Access <http://blackboard.louisville.edu> from your web browser

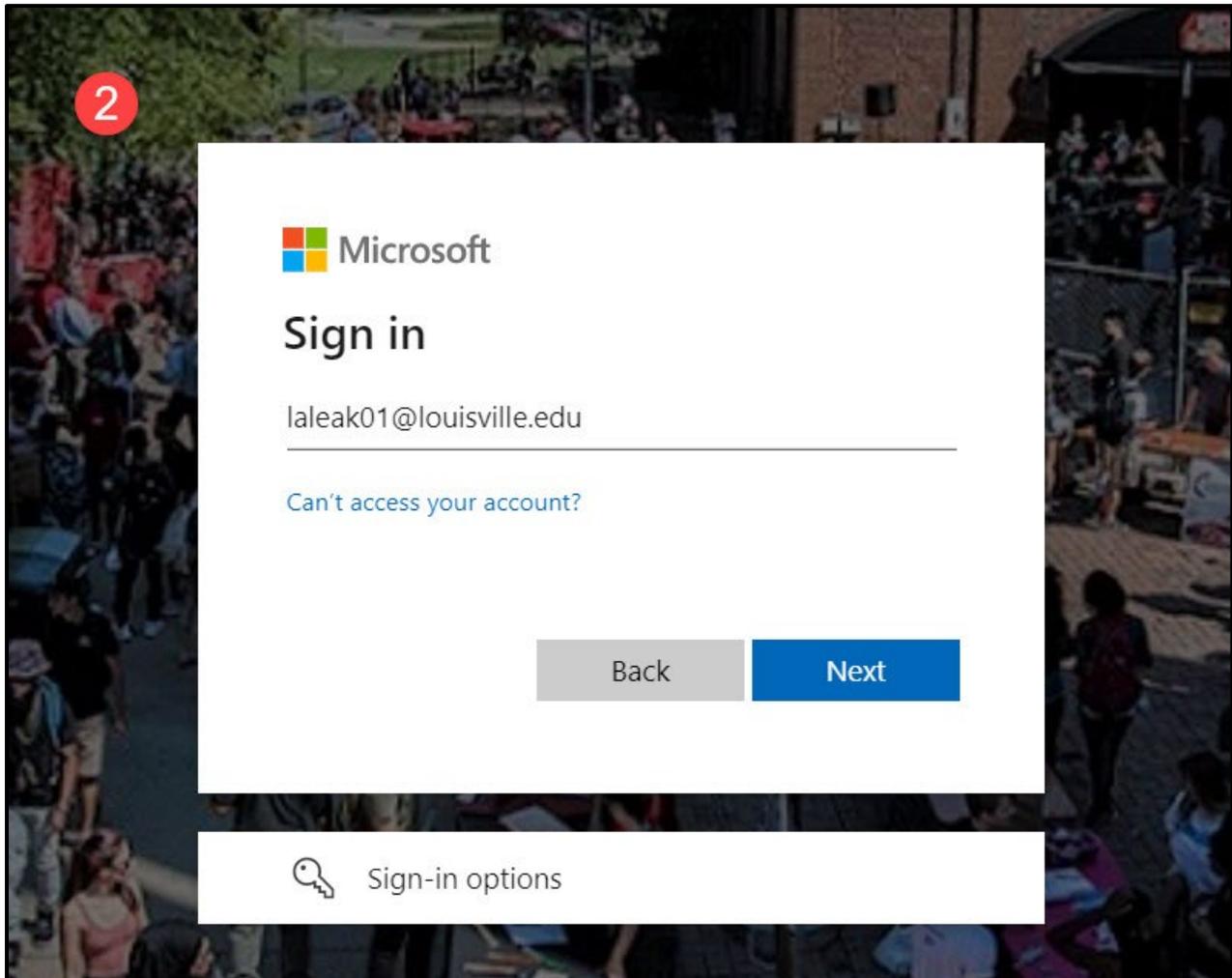
Step 1

From the login page, click the “SSO Sign-in”



Step 2

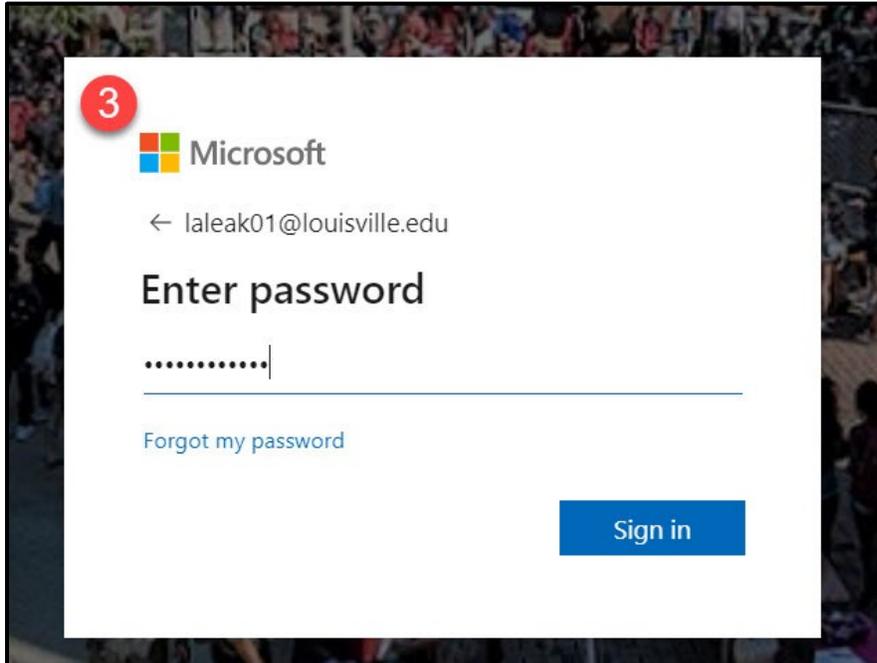
If you are logging into Blackboard without being logged into another application (Office365) first, this screen will appear.



It may say pick your account or give you the login screen here to enter username@louisville.edu and you will click "Next".

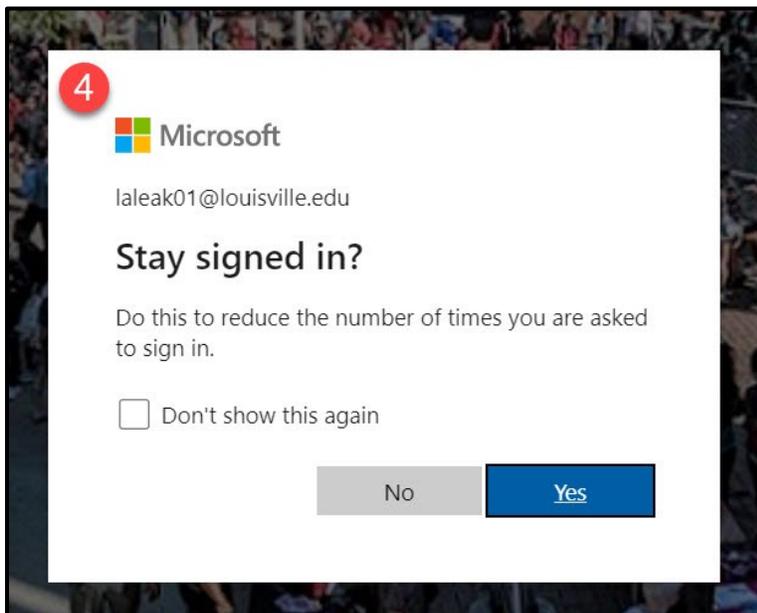
Step 3

Enter your university password and click “Sign in”



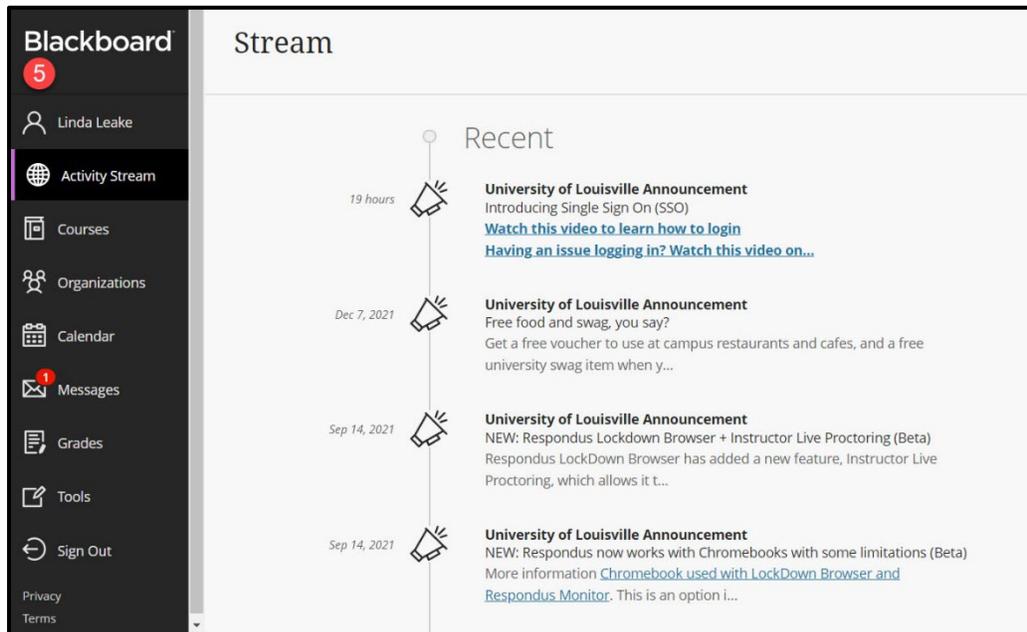
Step 4

On the next screen, it will ask if you want to remain signed in, Choose “Yes”.



Step 5

You will then be logged in to Blackboard.

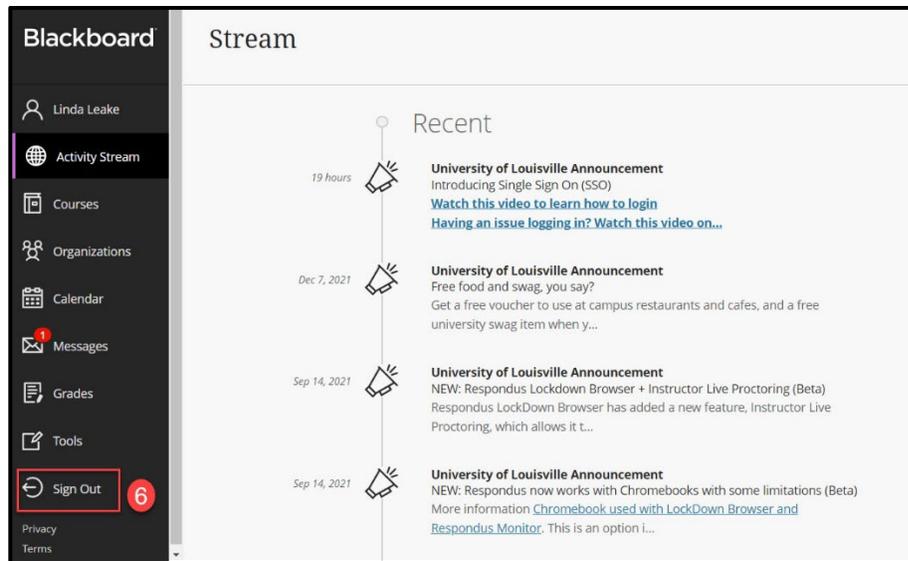


You can now access all of your courses and information within the Blackboard system.

With the Single Sign On procedure it is very important that when you have finished your work in Blackboard that you sign out. The next few steps show what will be seen when signing out of Blackboard.

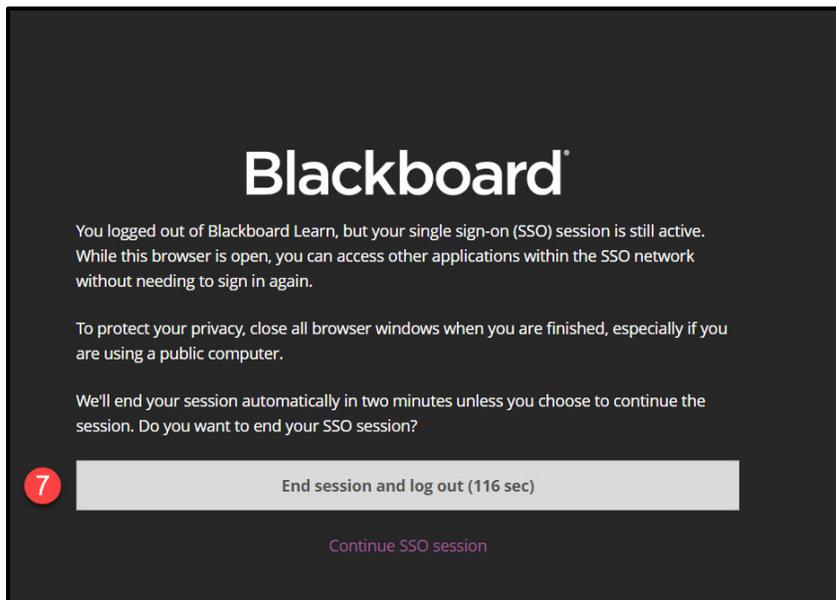
Step 6

Signing out



Click the Sign Out button to exit Blackboard.

Step 7

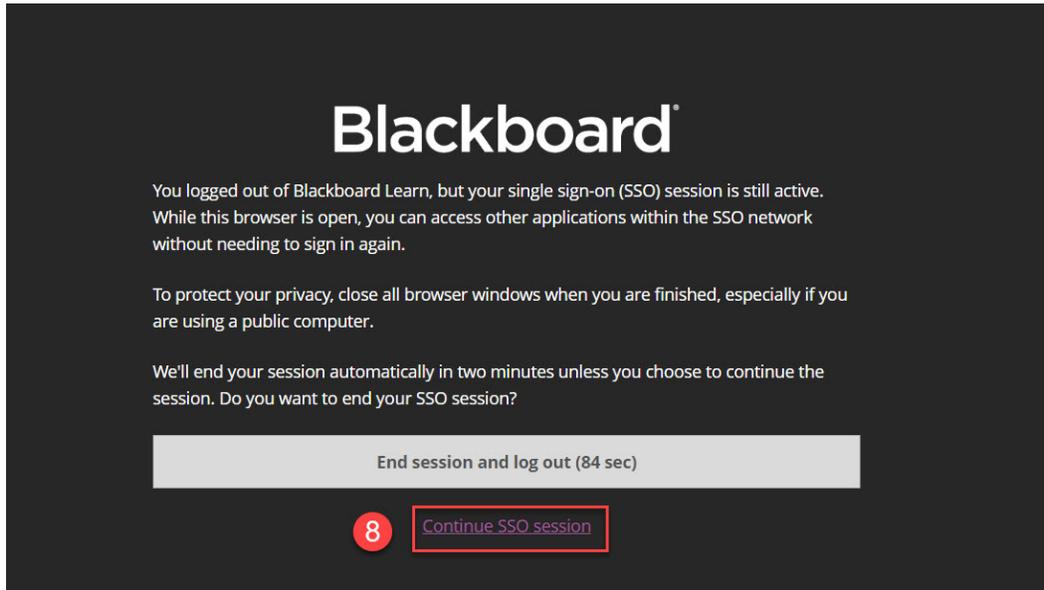


When you see the screen above, you have a countdown that will end your session. You can click that button to sign out immediately. Once you have decided to sign out please remember to close the browser if you are on a public computer, to ensure that the next person does not gain access to your

account on Blackboard.

Step 8

Continue your session



If you wish to continue your session in Blackboard, from this screen you can click “Continue SSO Session” and you will be directed back to the login page. Once there you can click SSO Sign in and you will go directly in without having to enter your login information again.